



Mike Huckabee  
Governor

STATE OF ARKANSAS  
**TOBACCO CONTROL BOARD**

101 E. Capitol Ave., Suite 110  
Little Rock, AR 72201  
Phone: 501-682-9756

Charlie Davis  
Director

**BOARD MEMBERS**

Ken Milburn, Jr., Chairman  
Dr. J. Neal Beaton  
Dr. Roger Cagle  
Toby Longino  
Michael Moore  
Annie Ruth Pike  
Ronald Rivers  
Scott Wallace

**CIGARETTE VENDING MACHINES**

1. Have the bond form executed and notarized by the insurance company/bond company of your choice. Your signature must also be notarized.
2. Fill out the application for a general tobacco products vending permit. \$100.00 permit fee per fiscal year.
3. Fill out the application for cigarette vending machine stamps. \$10.00 stamp fee for each machine.
4. Provide a copy of an invoice showing sales taxes paid on machines purchased. (If machines are purchased out of state, payment of Arkansas Sales Tax may be required.)
5. If you do not have a sales tax permit, please complete a sales tax permit application and submit it to that office. (Receipt of payment or a copy of the application will suffice.)
6. Return all forms to our office so that we may begin a review and investigation of your application.
7. Upon completion of investigation and review, formal approval or denial of you application will be completed.

**APPROVAL – YOU WILL RECEIVE YOUR PERMIT AND STAMPS.**

**DENIAL – LETTER OF DENIAL AND RETURN OF YOUR APPLICATION,  
BOND, STAMP ORDER AND CHECK(S).**

